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ABSTRACT

A follow-up study was conducted at Cerritos College (CC) to determine the employment characteristics of vocational program completers, the usefulness of course work to the skills and knowledge needed on the job, and the improvements needed in course work. Study findings, based on responses from 537 program completers, or 46% of the sample, include the following: (1) 58% of the respondents were female; (2) 63% of the sample were "achievers," i.e., had completed at least one advanced-level vocational course, but had not received a degree or certificate; (3) 81% of the former students were employed, with 68% working full-time and 12% working part-time; (4) 26% were attending another college and 58% indicated their intention to return to school; (5) 27% felt that their course work had helped them get their present job and 23% advanced in jobs due to course work; (6) 60% of the graduates and 48% of the achievers rated their preparation for continuing their education highly; (7) compared to females, male respondents were more likely to be employed or seeking employment, employed full-time, and attending or planning to attend college; and (8) compared to achievers, graduates were more likely to be employed and working in new jobs related to their education, to give higher ratings of their preparation, and to be attending school. The study report details findings, provides comparisons with previous studies, and is appended by raw data, student comments, and the questionnaire. (AYC)

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A SURVEY OF NON-RETURNING VOCATIONAL STUDENTS: SAM FOLLOW-UP 1979 - 1980

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August 1981

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ABSTRACT

A sample of 1070 former Vocational Program completors were mailed SAM surveys. Nearly half (46%) returned usable completed surveys. The goals of the follow-up study were to (1) determine the successful employment of these former vocational students; (2) collect information on how useful the coursework was to the skills and knowledge required on the job; and (3) solicit comments on coursework areas that needed improvement. Also, included in the report is a comparison of the current SAM Follow-up to those of previous years. Highlights of 1979-1980 SAM Follow-up include:

- Over two-thirds of the non-returning vocational students were employed full-time.

- Over half of the former students were working for the same employer prior to enrolling at Cerritos.

- Seventy percent obtained new jobs and 56 percent advanced in existing jobs due to their vocational coursework.

- The majority (70.9%) of former students felt their coursework was closely related to their job duties.

- Most students (66.5%) also felt their coursework had prepared them well for their job duties.

- More students than during previous years plan to return to college; more also plan to return to Cerritos College.

- Although most (73.7%) students were not in the process of continuing their education, four-fifths had intentions of so doing.

- Over half of those students furthering their education felt they were prepared very well in this regard.

SAM SURVEY

1979 - 1980

A sample of 1070 former Vocational Program completors (as identified by the SAM selection criteria[1]) was drawn for the annual SAM survey conducted by Cerritos College. This survey was designed to follow-up non-returning students for purposes of determining their employment success and/or determining how well transfer students felt they were prepared for continuing their education.

A total of 537 surveys were returned by the deadline set for compilation, representing a 46 percent return rate (with undeliverables extracted). Of this return, 58 percent were female and 42 percent were male; and a greater percentage (63%) of Achievers[2] than Graduates (37%) were represented. The majority (81%) of the former students were employed, 68 percent working full-time and 12 percent part-time. Six percent (6%) indicated they were looking for employment. About one-quarter (26%) of the students were attending another college when surveyed, and well over half (58%) indicated their intention to return to school. Of those who plan to return to college, 75 percent plan to return to Cerritos.

Over 68 percent of the males and 59 percent of the females were Achievers. A much smaller percentage of males (32%) than females (41%) were Graduates. Hence most males and females were Achievers. Of the Graduates, however, females were more strongly represented than were males.

(Responses to survey items discussed in the following sections are presented in Table 1.)

EMPLOYMENT

A slightly higher percentage of males (86% of all males respondents) were employed than females (78% of all female respondents). Twice as many unemployed males were looking for employment than were females. A higher proportional percentage of employed males (89%) were employed full-time compared to employed females (80%). Graduates had slightly greater proportional employment (83%) than did Achievers (80%), but Graduates were more often employed part-time (13%) than Achievers (11%). Six percent (6%) of both Graduates and Achievers comprised the small group of former students looking for work.

EDUCATION

A greater proportion of all male respondents (30%) compared to female respondents (24%) were attending another college when surveyed. Proportionately, more Graduates (30%) than Achievers (24%) were attending college elsewhere. For respondents not in college, nearly 80 percent of the Achievers and Graduates plan to return. Over half of both males (59%) and females (58%) plan to return to college. Of those planning to return to college, a large majority of Achievers (88%) and over half of the Graduates (51%) responded that they intend to return to Cerritos. Over four-fifths (84%) of the males and two-thirds (68%) of the females who plan to return to college plan to return to Cerritos.

EVALUATION

Twenty-seven percent (27%) of the former Cerritos students felt that their vocational coursework had helped them get their present jobs. And 23 percent advanced in jobs due to their coursework. Females were apparently more able than males to obtain or advance in jobs because of coursework: 52 percent of the females, compared to 47 percent of males, obtained jobs or advanced because of vocational coursework. Of those employed, slightly less than two-thirds of

the Graduates (63%) and half of the Achievers (43%) advanced or obtained jobs because of coursework taken at Cerritos. Graduates, although employed more often in part-time jobs than Achievers, tended to benefit more from coursework (in terms of employment opportunities and advancement). Seventy-one percent (71%) of those employed felt their duties at work were related to the coursework taken at Cerritos. The majority of both working Achievers (65%) and Graduates (80%) believed that their coursework related to the job they were doing when surveyed. A higher proportional percentage of Graduates (72%) compared to Achievers (56%) felt that the coursework taken at Cerritos had prepared them fairly well or better for the skills and knowledge required for their jobs.

Over half (60%) of the Graduates who were continuing their education believed that Cerritos had prepared them well for continuing their education. Slightly less than half (48%) of the Achievers rated their preparation highly for continuing education. Intuitively, it would seem that Graduates, having completed the program, would provide a more accurate assessment of how well their coursework prepared them for continuing their education. The fact that a greater proportion of Graduates compared to Achievers were in attendance at another college, reinforces the belief that Cerritos College has prepared its Graduates for upper level training.

Similarly, over half of both males (56%) and females (51%) who were continuing their education felt that Cerritos had prepared them very well for this pursuit, and about 40 percent felt their preparation at Cerritos was average.

SUMMARY

In summary, data from the survey reveal certain tendencies particular to males and females, as well as tendencies differentiating Graduates from Achievers.

Sex Differences

Males, compared to females, were more likely to be employed or seeking employment. Males were more apt to be working for the same employer prior to attending Cerritos, and working full-time. They were more frequently attending another college or planning to return to college. Also, compared to females, males were more often planning to return to Cerritos.

Females, on the other hand, more frequently responded to the survey than did males. They were more likely to obtain or advance in jobs because of their coursework. Females tended to feel their coursework more closely matched their job duties than did males. They also gave higher ratings to their college preparation for employment.

No differences were found between male and female evaluations of college preparation for continuing education.

Educational Status Differences

In comparison to Achievers, Graduates were more likely to be employed and working in new jobs related to their education. They tended to give higher ratings to their college preparation for employment. More often than Achievers, they were continuing their education and gave higher ratings to their educational preparation.

Achievers, as opposed to Graduates, were more likely to be employed full-time, working for the same employer prior to attending Cerritos. More frequently, they were advancing on their jobs due to coursework. Achievers more frequently were planning on returning to Cerritos.

No significant differences were found between Graduate's and Achiever's tendency to be unemployed and seeking employment, or between their tendency to return to college in general.

COMPARISON TO PREVIOUS SAM FOLLOW-UPS

One of the major reasons for conducting follow-up studies is to be able to review the changes in coursework quality that lead to success in employment and education. Employment success is inferred from the percentage of former students who obtain jobs related to their vocational coursework, who advance in a previously held job, and who respond that coursework is relevant to the skills and knowledge needed on the job. Educational success is measured by the number of students planning to continue their college education as well as satisfaction ratings of the preparation they received at Cerritos. Another indication of educational success is the number of former students planning to return to Cerritos College.

Table 2 presents a comparison of non-returning vocational students for the years 1974-1975 through 1979-1980. The years compared include the combined total sample of Graduates and Achievers.

The data show a decreasing trend in full-time employment; part-time employment, aside from last year, has remained fairly constant - about 12 percent. For those former students seeking employment, the trend has also remained consistent, except 1977-1978, at about five percent.

Compared to past years, vocational coursework seems to be less helpful to students in finding employment and advancement. While two-thirds of our employed

former students have consistently felt their coursework was relevant to their jobs, the majority have tended to rate their coursework as average. Over the past years evaluation of the coursework seems to be moving more toward average and away from either excellent or poor.

About a quarter of our former students have consistently attended another college after leaving Cerritos. There seems to be an increasing trend toward those students who plan to return to school and those who plan to return to Cerritos.

CONCLUSION

Nearly half (46%) of the intended sample returned their completed SAM surveys. This represents a fair representation of the pool of former vocational students from Cerritos College. As such, the data obtained can be used to evaluate the employment success and educational success of our former students. Respondents to the survey were most willing to provide comments and constructive suggestions; these should be reviewed by vocational faculty in determining (or modifying) coursework goals and objectives.

In general, Cerritos College former students were satisfied with the preparation received for their employment and continuing education. Most were employed and either obtained jobs or advanced on their jobs due to their vocational coursework. Generally, they felt coursework completed was related to their jobs and felt well prepared for their jobs. Although most were not in college, the majority planned to return. Of those who did continue their education, the majority felt well prepared.

FOOTNOTES

[1] See the S.A.M. Operations Manual, California Community Colleges Chancellor's Office, 1977, for details on these criteria.

[2] Achievers are students who have not received an A.A. degree or a Certificate, but have completed an advanced level vocational course(s), at the 3rd Semester level or higher.

CERRITOS COLLEGE

Table 1. Non-returning Vocational Students Questionnaire (1979-80)
Responses in terms of percent (%)

Q1. a. What is your sex?

	Number	Percent
Male	228	42.5
Female	309	57.5
Total	537	100

b. Educational Achievement:

	Male (N=228)	Female (N=309)	Total (N=537)
Graduates (N=197)	31.6	40.5	37.0
Achievers (N=340)	68.4	59.5	63.0

Q2. Are you now employed?

	Male (227)	Female (309)	Graduate (197)	Achiever (339)	Total (536)
Yes	86.3	77.7	83.2	80.2	81.3
No	13.7	22.3	16.8	19.8	18.7

Q3. If not employed, are you looking for employment?

	Male (30)	Female (65)	Graduate (32)	Achiever (63)	Total (95)
Yes	50	24.6	34.4	31.7	32.6
No	50	75.4	65.6	68.3	67.4

Q4. Were you working for the same employer prior to enrolling at Cerritos College?

	Male (196)	Female (239)	Graduate (164)	Achiever (271)	Total (435)
Yes	59.2	47.3	37.8	61.6	52.6
No	40.8	52.7	62.2	38.4	47.4

Q5. Did the coursework help you advance on the job?

	Male (113)	Female (108)	Graduate (61)	Achiever (160)	Total (221)
Yes	53.1	60.2	62.3	54.4	56.6
No	46.9	39.8	37.7	45.6	43.4

Q6. Did the coursework help you obtain this job?

	Male (80)	Female (125)	Graduate (102)	Achiever (103)	Total (205)
Yes	60.0	77.6	85.3	56.3	70.7
No	40.0	22.4	14.7	43.7	29.3

Q7. If you have a job, are you employed 30 or more hours per week?

	Male (195)	Female (235)	Graduate (161)	Achiever (269)	Total (430)
Yes	89.2	82.1	83.9	86.2	85.3
No	10.8	17.9	16.1	13.8	14.7

Q8. If employed, are the duties and skills you use on your job closely related to the coursework you completed?

	Male (195)	Female (238)	Graduate (162)	Achiever (271)	Total (433)
Yes	67.2	73.9	80.2	65.3	70.9
No	32.8	26.1	19.8	34.7	29.1

Q9. If employed, how well did the coursework prepare you for the skills and knowledge needed on your job?

		Male (121)	Female (160)	Graduate (122)	Achiever (159)	Total (281)
Poorly	1	2.5	.6	.8	1.9	1.4
	2	1.7	2.5	2.5	1.9	2.1
	3	34.7	26.3	22.1	35.8	29.9
	4	31.4	35.6	36.9	31.4	33.8
Very well	5	29.8	35.0	37.7	28.9	32.7

Q10. Are you now attending college?

	Male (225)	Female (304)	Graduate (192)	Achiever (337)	Total (529)
Yes	29.8	23.7	30.2	24.0	26.3
No	70.2	76.3	69.8	76.0	73.7

Q11. If not attending college, are you planning to return to college?

	Male (156)	Female (227)	Graduate (134)	Achiever (249)	Total (383)
Yes	85.9	78.9	79.9	82.7	81.7
No	14.1	21.1	20.1	17.3	18.3

Q12. If "yes" to Question 11, are you planning to return to Cerritos College?

	Male (127)	Female (166)	Graduate (100)	Achiever (193)	Total (293)
Yes	84.3	68.1	51.0	87.6	75.1
No	15.7	31.9	49.0	12.4	24.9

Q13. If you are attending college, in general how well did Cerritos prepare you for your continuing education?

	Male (64)	Female (71)	Graduate (58)	Achiever (77)	Total (135)
Very well	56.3	50.7	60.3	48.1	53.3
Average	40.6	39.4	36.2	42.9	40.0
Poor	3.1	9.9	3.4	9.1	6.7

CERRITOS COLLEGE

Table 2. Six-Year Comparison of Non-Returning Vocational Students Classified as A.A. Graduates, Certificates, and Achievers Class 1.

Item	1974-1975	1975-1976	1976-1977	1977-1978	1978-1979	1979-1980
1. Employed full-time	70.2%	71.3%	74.9%	87.5%	69.0%	68.3%
2. Employed part-time	14.0%	12.0%	12.0%	12.5%	19.3%	11.7%
3. Not employed, seeking work	5.0%	5.1%	3.2%	28.6%	4.1%	5.7%
4. Vocational coursework helped in getting job or advancing	57.9%	52.9%	60.3%	74.9%	57.4%	50.3%
5. Job skills are closely related to vocational coursework	61.2%	62.7%	74.6%	79.1%	68.6%	70.9%
6. How well did coursework prepare for skills/knowledge required on the job						
a. Very well	40.4%	N/A	33.5%	61.5%	38.8%	32.7%
b. Average	45.1%	N/A	62.3%	33.8%	58.8%	65.9%
c. Poorly	14.5%	N/A	4.2%	4.6%	2.5%	1.4%
7. Currently attending college	29.8%	25.5%	27.4%	26.7%	23.4%	26.3%
8. Planning to return to college	49.3%	46.1%	51.1%	70.5%	52.8%	58.2%
9. Planning to return to Cerritos College	N/A	31.3%	32.8%	54.6%	34.8%	40.9%

SELECTED STUDENT COMMENTS

SAM SURVEY

BUSINESS DIVISION

ACCOUNTING

Tax accounting needs better coverage. Auditing and municipal accounting should be included in the course curriculum.

If paid part-time jobs related to coursework become available on campus, students will save a lot of time looking for the right kind of job. "Earn-and-learn" kind of thing will help shy students to gain enough confidence and experience to get a good job in a real world.

Get a stronger Accounting Department.

Cerritos gave me the certificate, now I need a job to put it to work. Everybody wants experience. How can I get it if nobody hires me.

Cerritos needs to have a course in Auditing. Academically, Cerritos is outstanding; Administratively, it leaves a lot to be desired.

Cobal should be required for business majors. This is a data processing language. More data processing classes should be required.

BUSINESS ADMINISTRATION

Need less of a theoretical "textbook" approach and more of a "real world" realistic approach. Overall, good curriculum and faculty, but had several unqualified instructors--in my opinion. I am a manager by profession--job handled mostly by common sense and experience.

BUSINESS AND COMMERCE, GENERAL

Everything was covered quite well. Although my job duties do not correspond exactly with the coursework, the studies gave me a better understanding of business and business terms.

The quality of undergraduate lower division courses at Cerritos is comparable to those at CSULB. I have been able to keep my grades up (A average) at Long Beach State, and I have found the background I received at Cerritos adequate.

Need for theory vs. real world.

COMPUTER PROGRAMMING

The computer program at Cerritos is fantastic. Goldenwest doesn't even hold a candle in computer science.

Instructors should clarify use of terminals (vs. cards) is not mandatory. A little slower pace would have helped. My class started out with about 36 people. After the first test, more than half dropped out. It was extremely hard. I stuck with it and got a C, but I really didn't learn how to program. Everyone was using the terminals and it's hard to get enough time on them, and I really didn't know how to use them. The instructors on duty didn't know anything about my coursework. It was a disaster.

COMPUTER PROGRAMMING (continued)

Need more difficult lab. Need more emphasis on debugging problems.

Need more structured programming, table handling.

Took course to learn flow charting and basics. Too many home computer people in class that wanted to get right on basics.

It would have been useful to have had more work with files as related to computer programming. Job streams would also have been very useful.

More terminals!!

Excellent variety of data processing courses are offered; however, Cerritos College cannot support them! IBM text books used for DECIO computer, not enough knowledgeable lab instructors, and assignments geared for 'classroom study' rather than 'real business world.' It's a darn shame we didn't get our A.A. degrees until November when we graduated in June! That little delay cost me an increase in salary at work. What was the holdup??? There should be no excuse for such a lengthy delay. Three years ago, my husband got his A.A. on graduation day.

The data processing department there at school is great! The whole course curriculum is designed to meet the needs of the student and prepare them in their field of study. Graduating gave me confidence to move ahead in my job!

We have never been taught the materials that are asked on a test for a job.

DATA PROCESSING

I am a key punch operator and I want to get into terminal operations; this is why I take the courses--to move up.

Have not been able to get on terminal yet; just data entry.

My job started as keypunch operator (IBM 3742) then "CRT" and may have potential to be a computer operator. I need more knowledge of data processing to support my work.

Don't delude yourselves. One vocational class does not prepare one for today's job market. I would like to see Cerritos offer a speed writing course that working people could take, and not starting at 5 p.m.!

Cerritos should get some courses in JCL - MVS. For these are the main functions at larger companies. They are working on these types of conversions. Please can they get some JCL classes.

I am self-employed, but Cerritos College prepared me very well for any job in my field or to continue studying. I am grateful for it.

Human Relations, Advertising, Salesmanship--all were excellent.

Extended study of terminal and printer operation for nonmajors. In spite of my ups and downs at Cerritos, is a very fine school; although some faculty members need a bit more to be desired.

More printer exercises and introduction CPU operation.

DATA PROCESSING (continued)

Need more physical homework instead of lectures. No lab work. Better explanation of what goes on in field; what jobs are available.

GENERAL MERCHANDISING

Need to cover more applications in job related field.

It helped in understanding the basics of general business.

The class was very well done--very concerned with my personal needs.

The skills I learned will be very helpful when I get my B.S. and go into business. I believe more emphasis should be placed on one's major. If people take classes in their major earlier in their college career, it will help them decide if they have made the right choice.

Need to go on job interviews. Learn to handle psychological pressures and office politics from your superior.

Course materials was more than adequate without getting into specific company procedures.

LABOR AND INDUSTRIAL RELATIONS

I hope the college will continue the course, Labor and Industrial Relations. It really helped to improve knowledge of dealing with people or workers in different companies.

Need for more written communications.

MARKETING AND PURCHASING

My marketing class taught me the basics, and my instructor was the nicest guy in the world.

Some instructors tended to be tape playbacks of texts. Two instructors treated me like a college student, and not as an extension of eighth grade or Freshman or Sophomore in high school. Cerritos would only become a better college with more men and women instructors like those mentioned. Cerritos is a college, not another high school, and students should be treated as such. (This survey is an excellent idea. I commend your efforts to improve.)

PERSONNEL MANAGEMENT

As far as I am concerned, everything was covered very well. One thing though, the classes seemed to be repeating themselves. You learned everything twice or more. There is nothing really wrong with that, but it does get a little boring doing the same thing over and over. Need a little more variety or try some actual role playing or managing personnel departments.

It was very fulfilling class(s), with excellent teacher(s). Coverage was good.

REAL ESTATE

The coursework was very well covered.

REAL ESTATE (continued)

The courses I took seem well designed for their intended purposes--satisfying the educational requirements for taking the Broker test. But they would be of little value in preparing one to actually sell real estate.

I work as a State tax auditor for the past six years. I learned a great deal about real estate--and I even purchased a house. I would recommend the Real Estate course at Cerritos College to anyone.

Need to explain a little more of the fundamentals.

Additional Real Estate courses for continuing education credits would be desireable. The Real Estate courses offered and the instructors were excellent--keep up the fine work, and I hope expanding program.

Courses were adequate. Going to Anthony School to prepare for the broker exam.

RETAIL TRADE

Cerritos was very helpful to me in making a decision to go on. All the general courses helped me a lot.

Need to know how to set up an advertising campaign from scratch. I am a graphic-designer, and although advertising was helpful--it is not an intergral part of my job.

How about a Spanish course related to dealing with customers. A course on dealing effectively with management. How to be successful and get promoted, etc.; assertiveness training.

The class explained just about everything, and more.

Need to know how to prepare for college--they make it look so hard.

I think the counselors should better prepare a student for transferring to a university.

SECRETARIAL STUDIES

My instructor was very informative and encouraging.

Need more variety and clearer tapes for stenotype.

Need to go on more tours of possible job sites.

SYSTEM ANALYSIS

Need of microcomputer division.

TYPING AND RELATED OCCUPATIONS

It has helped me improve on my job for my own satisfaction. I can also go to another company and apply my skills more accurately. I have the highest regard and respect for the Administration at Cerritos. I am now better qualified as a manager and as a person. I hope to be able to return to Cerritos to further more stuides in the future.

Need to know how to prepare minutes of meetings.

TYPING AND RELATED OCCUPATIONS (continued)

I think more administrative duties should have been covered in the secretarial courses.

Need information on 10-key adding machine. I didn't have to study that hard to receive a decent grade at Cerritos. When I started at Cal State Fullerton, I wasn't prepared for the workload.

HEALTH OCCUPATIONS DIVISION

BIOENGINEERING AND BIOMEDICAL TECHNOLOGY

I was not able to advance further toward graduation because of classes being closed.

CLOTHING AND TEXTILES

The coursework was just part of my planned preparation--what was taught, was good. The course was very informative.

DENTAL ASSISTANT

Need more review on temporary crowns.

Everything was covered very well. I feel that the classes were just a little over crowded.

I thought the class was very thorough in preparing me for RDA testing.

More of the necessary equipment would have been a help in facilitating the required assignments. The teacher was good and quite helpful.

Stress more on ortho--get into it deeper.

DENTAL HYGIENE

I hope the instructors in the Hygiene Program are adequate. I understand there has been some changes this year. Hygiene Program was very adequate last year.

Need more information on malpractice insurance; salary explanatin and options.

Need more emphasis on speed; more preparation for the real world--not under clinical circumstances.

More emphasis could have been placed on the study of periodontal specialty (e.g., initial scalings, post-op. More opportunity to observe perio-surgery would have helped.

Need more information on immunology; oral pathology.

Greater emphasis on radiology techniques.

HOME ECONOMICS

The Home Economics program should be looked at and improved. I have registered in the past for a class and had it closed three times because of not enough students.

The course I took was to help me personally and not related to my job as a teacher's aid. I thought the class was very good.

HOME FURNISHINGS, EQUIPMENT, AND SERVICES

Have upholstery classes in the evenings also, as it would be easier to attend than in the afternoon for some people. Good class, but sometimes the teacher could not get around to all of us fast enough, and we spent a lot of time waiting.

The instructor covered every phase of the course sufficiently. I am a retired supervisor for the Navy Department. I am going to Cerritos to learn a new field of employment. My son and daughter each gained knowledge at Cerritos.

All tools and equipment were covered well.

I liked Cerritos very much. I have had no trouble adjusting to Cal State Fullerton. I am sure Cerritos did a lot to help with that. Thanks to all the wonderful people there.

MEDICAL ASSISTANT

Need to learn to work in the lab classes better, and at a pace that gives you time to learn it better.

In the Insurance class - more study on hospital filing would be helpful.

Need for more emergency situations within doctor's office.

NURSING

Do not like logistical building and parking at Cerritos. Did not like registration procedure--always too lengthy and a big hassle. Bookstore overpriced.

All areas were well covered. An excellent program, well-known throughout the community.

Need for more hospital work.

Need more information on leadership skills; how to handle people working with you; attendents; supervisors, etc.

Nothing can completely prepare you to be a nurse. Experience on the job is the true teacher.

Need more IV skills, colostomy care and knowledge.

Need more clinical experience and lab values; more familiarity of equipment used in hospitals; more experience communicating with MD's.

Need more handling of IV's; more hours are needed at the end of the RN course working in the hospital.

Need more psychiatric nursing.

NURSING (continued)

I am now a surgical nurse...we had no surgery experience in the nursing program, however, without my RN, I could not have been hired for this job.

I passed my State Board in Registered Nursing and am employed as an RN. I use the skills I learned as an RN.

OPHTHALMIC

I found that the course gave adequate coverage of the topics.

Need all equipment that goes with lab; we had very little equipment to do lab work.

The class was a good overview of the field; very good for length of course. I only took one class at Cerritos, but from what I saw, your facilities and course programs are excellent!

PHARMACY TECHNOLOGY

Need to have more practical vs. theory. Need a typewritter to help type up labels; could use a lab or have equipment (IVAC's etc.) to facilitate learning.

Although my present job is not related in any way to the coursework I took last year, I enjoyed taking the class. It helped me understand better, the work and function of the pharmacist and pharmacy altogether.

I suggest that, despite lack of funds, you seriously consider offering some classes with fewer than required number of students, because that's why I had to drop Cerritos.

More clinical hours with at least minimum wage of pay. Most students are working students so most of the time they cannot accomplish all the clinical hours they are suppose to put in. If there was some kind of money helping each student while doing clinical hours, then they wouldn't have to work much.

PHYSICAL THERAPY

Need for assisting in evaluation; development sequence; mat exercise. The main suggestions I have would be for things not relating to physical therapy classes.

The Physical Therapist Assistant Program at Cerritos College is an excellent program with excellent teachers!

If physical therapy equipment is not available at Cerritos College, it would be nice to see a demonstration of film or slides before going to clinics for advanced familiarization.

I feel that more emphasis could have been placed on pully set-ups/PRE's and the principle regarding them.

Need biofeedback equipment, electrical stimulation equipment, developmental training for children.

PHYSIOLOGY, HUMAN AND ANIMAL

Need much more medical terminology, learning to read Doctor's order. Need on the job training, such as ROP offers.

More transcribing needed. Prepare more for doctor's temperments. More on the job training.

PRACTICAL (VOCATIONAL) NURSING

The LVN program provided excellent skills and knowledge in which is very helpful in my present position.

Anatomy and Physiology - if offered at night would be more suitable for working students.

Practical classes should be given more time -- such as Accounting, Business Law, Anatomy and Physiology, Math, Alegebra, etc. We went through a lot of lessons in a short period of time.

Need more practical experience in team meds and injections. I thought vocational nursing was a very good and well put-together program.

Need for EKG and basic arrhythmia classes. Thank you for a good education!

PRE-ELEMENTARY EDUCATION (PRE-SCHOOL ED.)

Everything covered in my course was fine. I have plans to return to school, but I have a couple of problems: (1) I have to take a couple of speech classes and I'm very nervous in speech-making; (2) When I have to take political science, I need an elevator key because I am afraid of heights and it's a hassle to get a key.

Your Early Childhood Education Program is the best!

PROTHETICS/ORTHOTICS AND ORTHOPEDIC

Need more on anatomy and physiology. I am going to Fullerton to play baseball. I am planning to go back to Cerritos to get my A.A. degree.

The one thing that I disliked about Cerritos was that it felt like a high school. In many of the classes I felt like I was treated like someone who needed to be told what to do. The University is much nicer. Professors are not uptight about tardiness and absences, and consequently the students respond more favorably whenever we are treated like adults.

Needed another instructor or T.A. to help the instructor who did not have enough time to help all the students with their projects, and to show other ways of doing manufacturing procedures.

Instructor <u>needs</u> a lab assistant.

PSYCHIATRIC AIDE AND TECHNICIAN

No improvement needed--courses were very complete and well covered by all instructors. There is a critical need for more psychiatric technicians in California. The program has been discontinued at Cerritos, I understand. It needs to be reinstated, and a dedicated recruitment effort to find more students.

PSYCHIATRIC AIDE AND TECHNICIAN (continued)

Psychiatric Technician is not as professional of a job as was implied in school. School was idealistic.

TECHNOLOGY DIVISION

APPRENTICESHIP

We needed more practical application of the skills we learned.

Thank you for contacting me and giving me an opportunity to express my views. Unfortunately your attentions to my "comments and suggestions" are rather late for me, but maybe the next woman who comes along, wanting to become skilled in a formerly all-male trade will benefit from our past mistakes. Where were you when I needed you? That is my uncensored comment. My suggestion is this: Provide all female apprentices with accessable guidance and counseling. Send them each a personalized flyer welcoming them to the program and stating the name and hours of their counselor. Tell them someone cares about their aspirations, success and failures; someone has a friendly ear to hear them with. At this point in history, counseling should be mandatory for each and every female who is dedicated, as I was, to "making it" in that awesomely all-male world. And the more there are who DO make it, the more who will be encouraged to go ahead and meet this difficult challenge.

ARCHITECTURAL TECHNOLOGY

Class was fine.

AUTOMOTIVE - BODY AND FENDER

Go into more detail regarding estimating damage of frame and suspension parts. These classes were well taught, very interesting and informative. They were very helpful to me in my job and in obtaining my promotion.

CARPENTRY

Cerritos College was excellent, but the only problem I had was the reading and writing in English.

The construction class should be more sepcialized. For instance, the "framing" classes (Framing I, II, III) deal in that phase of construction. The class happens to work at whatever construction they are working on at the time. It may be finish work, painting, plumbing, hanging dry wall, roofing, etc. It should be, and is often expected by new students, as being all phases of framing! This is not to say that the construction class there is bad, your program is EXCELLENT with a well educated staff.

The class should give more practical application and opportunities in class to implement what was learned.

The course was well taught.

The instructor taught his classes very well. All you had to do was apply yourself.

CARPENTRY (continued)

I am now working in a plumbing supply warehouse. I am still hoping to find a job in construction, and any information you could send me on job possibilities would be appreciated.

Need for advanced plumbing, advanced electricity.

DRAFTING TECHNOLOGY

I will be returning to college soon. I would like to see more drafting classes available each semester. I had to lay out one semester before continuing my courses. Some drafting classes are not available every semester.

There should be a class on fundamentals for process, mechanical, or utility flow chart diagrams.

ELECTRONIC TECHNOLOGY

I like all my teachers, they taught me well. Some equipment could be replaced, but not necessary.

The electronics department is well run and equipped. The program is well organized to provide a solid background for continuing my education.

There should be more emphasis on reading semantics for trouble shooting.

Your electronics program is good.

Telephone communications could have been included, however the classes I took were directly responsible for my promotion at work. The classes were excellent.

The general knowledge I acquired in the class will in general make me qualified for my work and allow me to advance to more applied classes.

Need for relays, groundbanks, circuits faults, phase to ground and phase to phase fuses.

Need text books on A.C. vector analysis. Depending on courses available--subject: A.C. theory and vector analysis relating to power generation and distribution.

Need more computer related classes.

I've studied electronics and music at Cerritos, and I have been able to apply all the skills I've learned toward my work and pleasure.

Need more computer use; microcomputers.

Need courses which provide a hands on environment with computers would be great. The _____ course is great, but a second advanced course would be helpful.

There needs to be at least two semester devoted to 'trouble shooting,' both component and system levels.

ENGINEERING AND RELATED FIELDS

Need polishing process in greater detail. I love your school.

FOOD DISTRIBUTION

Need more study on restaurants. Field trips to see how they work and run.

FOOD SCIENCE AND TECHNOLOGY

When a student takes an exam, he/she gets a grade or score and not his test paper back, sometimes. This causes the student to have the unavoidable question of which ones did he/she answer incorrectly. Without getting to know this, the student is quite likely to answer the same question incorrectly on a future exam, and the student thereby receives less than maximum instruction.

Need more in communication.

FOOD SERVICE TECHNOLOGY

The course has helped my previous jobs. But I don't work now. The course is a good one! I would like to return to school to complete it.

The course was very well covered and informative

LABOR AND INDUSTRIAL RELATIONS

There should be more group discussion on management problems and solutions.

Good program.

Get out of situations where nonproduction people can relate to subject matter.

The Cerritos College Automotive Technology department is outstanding. The instructor do an excellent job informing the students.

I feel that the electronic classes are a little in the dark ages. More time should be spent learning about micro processors and computers than learning how a vacuum tube works, since the tube is almost obsolete and also the transistor is not far behind the tube.

MECHANICAL

More basic fundamentals are needed to provide a better understanding of the area of work a student may want to enter.

The instructor did not make certain aspects clear, and I found that I misunderstood him (language problem).

I think the teachers should have treated the people as though they were to learn, and just because one or two people were slightly advanced, not to think everyone else is too. There was too much of just "OK go to work" and not enough teaching. I think there should have been more lecturing and teaching and thorough explaining than there was. The teachers I have had were nice and knew what they were doing, but were too easily influenced by another student's knowledge and then thought everyone should have that knowledge.

METALLURGICAL

It is my opinion, that if I had been seeking employment within the metallurgical field, the material would have been very helpful and an excellent preparation.

METALWORKING

One instructor for 20 to 30 students does not work well. We need more instructors.

In February, 1980 I took MIG welding just for the knowledge, now I am taking Aluminum TIG welding to get a better job.

The course was great. Couldn't have been better. Exceptionally good instructors.

Need writing NC programs on lathes and possibly having the advanced class NC 41 meeting twice a week.

I want to take Blue Print Reading, but your time schedule is on weekdays. Can you open on Saturday? Vocational courses should be open, days, nights, and Saturdays, so to give working students a chance to advance mentally.

Teacher discussion limited on text. Time too short. Weekend classes need to be open for working students. Teachers need to be encouraged to broaden subject discussion and more of field work studies.

Needed in Welding, more training in metal cutting with a torch.

PERSONAL SERVICES - COSMETOLOGY

I feel Cerritos is a very good junior college and has an excellent cosmetology program, with a fine staff.

Need more information on hair coloring--different types, and more class time on it.

PLASTICS

Took classes for own enjoyment.

WELDING AND CUTTING

I think your welding course is very good, and it gives me the training needed for work.

APPENDIX

Cerritos Community College District

11110 East Alondra Blvd., Norwalk, CA 90650/(213) 860-2451
Serving Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, La Mirada, Norwalk.

November 1980

Dear Graduates and Certificate Receivers, 1979-1980:

Did you know that only 3% of over 18,000 noncontinuing Cerritos College students earned their A.A. degrees or Certificates last year? Because you are among this 3%, you are in a very special position to help the college determine how adequate our programs have been in terms of the skills and knowledge needed on your job or in your continuing education.

Enclosed is a brief questionnaire and stamped return envelope. It will only take about five minutes to complete, but the data you provide will be important to revising our classes and programs. For example, this information determines allocation of funds; is used to advise entering students of employment opportunities; and tells instructors what topics, equipment, and techniques should be added or covered better in their classes. This is vital in making our classes relevant to the realities of the job market and the requirements of other institutions.

The questionnaire is anonymous; do not put your name on it. If you have any questions, please feel free to call our Research Office, at Extension 597.

Thank you,

Richard Whiteman
Dean of Vocational Education

P.S. It is important that everyone return this survey by December 5, 1980 so that reporting deadlines can be met.

RW:sd
Enclosure

Board of Trustees: Louise Hastings, President; Louis Banas, Jr., Vice President; Hazel Scotto. Secretary; Harold T. Tredway, Richard M. Goul, Katie Nordbak, Chuck Fuentes, Members; Dr. Wilford Michael, President/Superintendent; Stuart Hayden, Student Member of the Board.

Cerritos Community College District

11110 East Alondra Blvd., Norwalk, CA 90650/(213) 860-2451
Serving Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, La Mirada, Norwalk.

November 1980

Dear Former Student:

Our records show that last academic year you completed an advanced technical or vocational class. One of our most important sources of information for planning and improving our classes is feedback from former students like yourself. Our goal is to continually update courses so they meet the interests and needs of students, employers, and the community.

The enclosed questionnaire will only take 5 - 10 minutes of your time to complete, but the information you provide will be used in many important ways. The uses include counseling new students in your vocational field, informing instructors of what topics and equipment need to be covered better in class, and to meet State and Federal reporting requirements which affect the funding of our programs.

To meet our reporting deadlines we request that you return the form by December 5, 1980. A stamped return envelope has been provided. The survey responses are to be anonymous; please do not put your name on the form.

Thank you.

Richard Whiteman
Dean of Vocational Education

RW:sd
Enclosure

Board of Trustees: Louise Hastings, President; Louis Banas, Jr., Vice President; Hazel Scotto. Secretary; Harold T. Tredway, Richard M. Goul, Katie Nordbak, Chuck Fuentes, Members; Dr. Wilford Michael, President/Superintendent; Stuart Hayden, Student Member of the Board.

****ALL OF THE INFORMATION YOU PROVIDE IS KEPT CONFIDENTIAL****

For the purpose of this survey, you have been assigned to a "coursework" area based upon the vocational classes you completed during 1979-80. Your coursework area is listed on the label below.

Is this coursework area closely related to your field of study at Cerritos College?

☐ No ☐ Yes

What was your coursework area or major?

(Describe)_____

ANSWER ALL QUESTIONS IN RELATION TO THE COURSEWORK AREA YOU JUST INDICATED! DO NOT REMOVE THE LABEL.

ANSWER ALL QUESTIONS IN RELATION TO THE COURSEWORK AREA PRINTED ON THE LABEL.

What is your sex?

☐ Male

☐ Female

Are you now employed?

☐ No ☐ Yes

Are you looking for employment?

☐ No ☐ Yes

Please skip to (B), on the reverse side of this page.

Were you working for the same employer prior to enrolling at Cerritos College?

☐ No ☐ Yes

Did the coursework help you obtain this job?

☐ No ☐ Yes

Please skip to (A), on the reverse side of this page.

Did the coursework help you advance on the job?

☐ No ☐ Yes

Are you employed 30 or more hours per week?

☐ No ☐ Yes

Are the duties and skills you use on your job closely related to the coursework you completed?

☐ No ☐ Yes

OVER

OVER

How well did the coursework prepare you for the skills and knowledge needed on your job?

Very well — Fairly Well — Poorly

5 4 3 2 1

Would you please describe any topics, or equipment, or skills, if any, that should have been covered or covered better in the coursework?

(Describe)_____

Are you now attending college?

☐ No ☐ Yes

Are you planning to return to college?

☐ No ☐ Yes

Name of college_____

1. Major_____
2. No. of units_____

At Cerritos?

☐ No ☐ Yes

In general, how well did Cerritos prepare you for your continuing education?

☐ Very well

☐ Average

☐ Poor

The following item is optional, but your answer would help us accurately report statistical data required by State and Federal agencies. This information is kept anonymous.

Is English the language you speak most often?

☐ Yes ☐ No

How well do you speak English?

Very well — Fairly Well — Poorly

5 4 3 2 1

In the space below, please make any comments or suggestions.

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THANK YOU!

JAN 22 1982